

**Northland Telephone Company/Sidney Telephone Company****Maine****103313****Line 510: Service Quality Reporting/Consumer Protection Rules Compliance**

Northland Telephone Company/Sidney Telephone Company, hereby certifies that it is complying with applicable service quality standards and consumer protection rules. The Company complies with service quality and consumer protection provisions under state law. These provisions include, but are not limited to, the following: (1) filing a Local Exchange Tariff pursuant to the requirements of The Maine Public Service Commission which discloses rates, terms and conditions of service to customers; (2) compliance with state consumer protection provisions relating to Customer Services as identified in the Code of State Regulations, compliance with provisions for Quality of Service as identified in the Code of State Regulations, compliance with Service Objectives as identified in the Code of State Regulations, compliance with customer inquiry procedure as identified in the Code of State Regulations, compliance with Dispute standards as identified in the Code of State Regulations; (3) compliance with truth-in-billing requirements; and (4) compliance with Federal CPNI rules, Red Flag Rules and other applicable federal and state requirements governing the protection of customers' privacy.

In establishing this certification in its 2005 ETC Order,<sup>1</sup> the FCC found that an ETC must make "a specific commitment to objective measures to protect consumers."<sup>2</sup> The Commission found that for wireless ETCs, compliance with CTIA's Consumer Code for Wireless Service would satisfy this requirement and that the sufficiency of other commitments would be considered on a case-by-case basis. In this context, the FCC stated, "to the extent a wireline or wireless ETC applicant is subject to consumer protection obligations under state law, compliance with such laws may meet our requirement."<sup>3</sup>

Maine Telephone Company, Standish Telephone Company, China Telephone Company, Northland Telephone Company and Sidney Telephone company (collectively the TG companies) are not currently under any "formal" Service Quality Reporting. The companies do report Service quality metrics on a quarterly basis. This is based on a verbal agreement with the Maine Public Utilities commission (the PUC). The TG companies report quarterly on 5 metrics: The five metrics are – Network Trouble report rate, % troubles not cleared in 24 hours, % install appointments not met, Average delay days for missed appointments, and outages. There are no benchmarks and no consequences for not reaching certain numbers.

If a customer has a concern about their FairPoint Communications' service or billing, he/she can contact repair service, technical support or customer service with information found on their statement. Customers may also contact agencies, through information posted in the phone directory, website, and tariff pages. All consumer complaints whether from Attorney Generals' offices, Public Utility Commissions, Better Business Bureaus, Federal Communications Commission and all other agencies are sent to the FairPoint Communications' Maine office via U.S. Mail or by electronic mail at [consumer@fairpoint.com](mailto:consumer@fairpoint.com). The complaints are directed to the appropriate responsible Company Team member within FairPoint Communications for resolution and response to the customer.

<sup>1</sup> *Federal-State Joint Board on Universal Service*, CC Docket No. 96-45, Report and Order, FCC 05-46 (rel. Mar. 17, 2005) ("2005 ETC Order").

<sup>2</sup> *Id.* at para. 28.



FairPoint Communications

1 Davis Farm Road  
Portland, ME 04103

Barney Boynton  
Director, Operational Risk

Form 481 Line 610: Functionality in Emergency Situations

## Business Continuity Plan Overview

### Introduction

FairPoint Communications, Inc. ("FairPoint") is committed to maintaining a vigilant state of disaster preparedness for the interests of our customers, stockholders, employees and other critical stakeholders.

The purpose of our Business Continuity Plan (BCP) is to define the disaster preparedness and recovery protocols and procedures required to restore FairPoint's critical business support functions, inside and outside plant systems and operations within FairPoint's operating footprint.

BCP components detail FairPoint's procedures for preparing for and responding to an emergency situation affecting our ability to deliver core services to our customers and our ability to meet legal dictates, and regulatory requirements.

This document discusses the following:

- BCP Scope & Structure
- Recovery Strategies and Logistics
- Plan Maintenance and Exercising

### BCP Scope

FairPoint's business continuity response planning is concentrated on two critical operational areas:

- Customer Interfacing – It is recognized that a "business impact" only occurs when an external-interfacing element is disrupted. In essence, this means that if FairPoint experiences a disruptive event, but one that does not breach the outer-shell of the FairPoint operation and interrupt critical customer services, customer product or other external end-user, then it does not have a business impact, as defined by the BCP
- Infrastructure Integrity – Without critical infrastructure systems, the ability for all other FairPoint business operations (back/front office) can come to a halt. It is these infrastructure systems that provide the critical human-factor of our customer-interfacing services. Critical infrastructure would address such services / systems as, building space for staff, service utilities, telecom network, IT network, etc.

The BCP has been developed to assure the continuity of critical customer interfacing services and systems should a physical incident or workforce disruption event occur, which affects:

- IT/IS
- Administrative and Support Operations
- Inside and Outside Plant Operations
- NOC (Network Operations Center)
- E-9-1-1
- Dispatch
- Repair Center

FairPoint has developed response / recovery strategies addressing physically disruptive incidents and workforce related disruptive incidents (i.e., work-stoppage and pandemic). All response strategies are based on recovery time objectives of those department functions and critical infrastructure systems essential to sustain customer interfacing services.



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1 Davis Farm Road  
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Director, Operational Risk

### **BCP Structure**

The BCP consists of several components:

- The BCP Manual (an overview of all BCP documents)
- IR Playbooks (addresses the response procedures for Physical and Workforce related events),
- Appendices (the IR Playbook procedures links to these Resources Files)
- Department Recovery Plans (Business and Plant Operations)
- Business Impact Assessments (Business and Plant Operations)

The Event Response diagram below identifies the overall BCP documentation and how a disruption or incident will dictate which path of the BCP will be followed to restore business operations.

Once the incident or disruption occurs, the impact first needs to be quickly assessed to determine whether it is a physically disruptive event (local or regional) ("Physically Disruptive Event") or a workforce disruptive event (work-stoppage or pandemic) ("Work-Force Related Disruptive Event"). The disruption is always focused on critical business operations and services that can impact customer interfacing / deliverables.





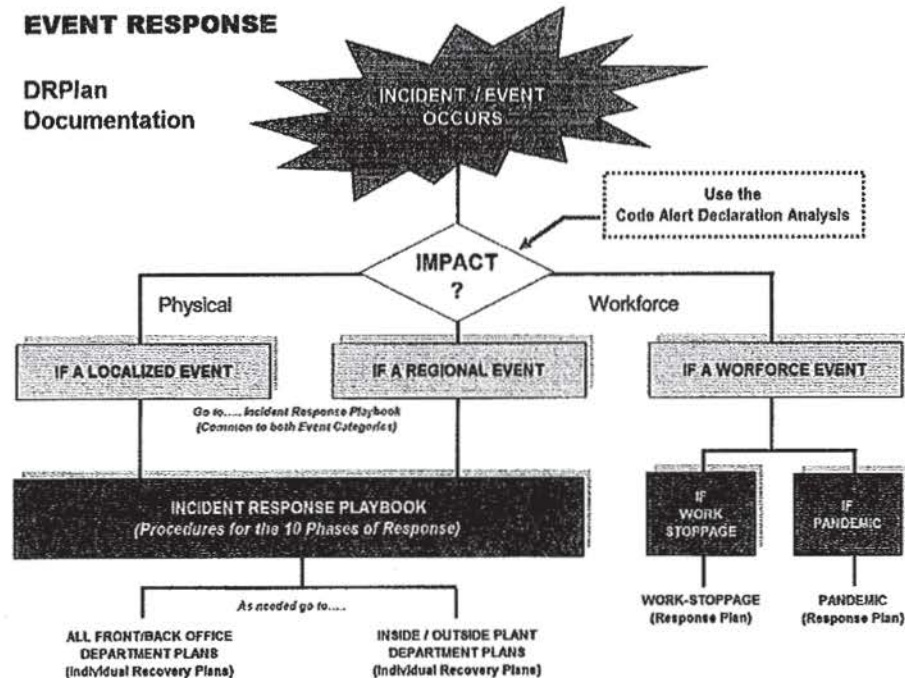
FairPoint Communications

1 Davis Farm Road  
Portland, ME 04103

Barney Boynton  
Director, Operational Risk

## EVENT RESPONSE

DRPlan  
Documentation



### Recovery Strategies and Logistics

Our BCP is based on the premise that FairPoint cannot stop disasters from occurring, but we can address the IMPACT of incidents should they occur. Where possible we will provide risk mitigation measures that will minimize the likelihood of having a serious disruptive incident but in no case can we eliminate all disruptive possibilities. The BCP is triggered by a Disruption Scenario, not a Threat Scenario. FairPoint pre-plans for potential break-points that can result in a customer interfacing disruption and incorporates recovery strategies that will inherently address any potential threat and any resulting business disruption impact. The actual threat (i.e. fire, flood, etc.) is pertinent only with respect to immediate response activities. All subsequent response efforts are focused on the assessment of damages (physical losses and recovery duration) and the implementation of restoration and recovery strategies. The restoration of the business servicing operations and infrastructure systems is based on salvage, replacement of systems and alternate functionality measures, which are pre-defined in the BCP.

Each department has developed a recovery plan based on its critical operations as they pertain to the deliverables they contribute to our customers. FairPoint has triaged the recovery efforts based on the concept of customer servicing impact. Federal and State regulatory requirements have a high level of consideration in



FairPoint Communications

1 Davis Farm Road  
Portland, ME 04103

Bamey Boynton  
Director, Operational Risk

addition to the business impact concerns. The BCP goal is to minimize the disruption duration as much as is practical and provide a level of risk mitigation that will maintain critical operations.

The Ten Response Phases of Physical Event are:

- Incident Notification
- Visual Damage Assessment
- Incident Stabilization
- Command Center Initiation
- Initial Notifications to Business Departments – to activate plans
- Primary Site Damage Assessments
- Ready Alternate Restoration Sites
- Primary Site Salvage & Recovery
- Business Restoration Process
- Primary Site Re-established

#### **Plan Maintenance and Exercising**

The BCP is a living document. Updates to the plan are ongoing with changes incorporated annually at a minimum. Individual plan components are scenario tested with oversight from FairPoint's Corporate Risk Management Team.

(700) Price Offerings including Voice Rate Data		FCC Form 457
Data Collection Form		OMB Control No. 3060-0586/OMB Control No. 3060-0819
		July 2013

<010> Study Area Code	103313
<015> Study Area Name	SIDNEY TELEPHONE COMPANY
<020> Program Year	2015
<030> Contact Name - Person USAC should contact regarding this data	Barbara Galardo
<035> Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039> Contact Email Address - Email Address of person identified in data line <030>	bgalardo@fairpoint.com

<701> Residential Local Service Charge Effective Date	1/1/2014
<702> Single State-wide Residential Local Service Charge	

<703>

State	Exchange (ILEC)	SAC (CETC)	Rate Type	Residential Local Service Rate	State Subscriber Line Charge	State Universal Service Fee	Mandatory Extended Area Service Charge	Total per line Rates and Fees
ME	Brooks -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Brooks -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Chatham -Economy		FR	11.46	0.0	0.0	0.0	11.46
ME	Chatham -Premium		FR	11.46	0.0	0.0	0.0	11.46
ME	Eagle Lake -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Eagle Lake -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	East Conway -Economy		FR	11.46	0.0	0.0	0.0	11.46
ME	East Conway -Premium		FR	11.46	0.0	0.0	0.0	11.46
ME	Fort Kent -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Fort Kent -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Freedom -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Freedom -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Fryeburg -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Fryeburg -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Island Falls -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Island Falls -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Kingman -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Kingman -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Lee -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Lee -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Liberty -Economy		FR	17.38	0.0	0.262438	0.0	17.64



(700) Price Offerings Including Voice Rate Data		FCC Form 481
Data Collection Form		OMB Control No. 3060-0985/OMB Control No. 3060-0819
		July 2013

<010>	Study Area Code	103313
<015>	Study Area Name	SIDNEY TELEPHONE COMPANY
<020>	Program Year	2015
<030>	Contact Name - Person USAC should contact regarding this data	Barbara Galardo
<035>	Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039>	Contact Email Address - Email Address of person identified in data line <030>	bgalardo@fairpoint.com

<701>	Residential Local Service Charge Effective Date	1/1/2014
<702>	Single State-wide Residential Local Service Charge	

<703>

State	Exchange (ILEC)	SAC (CETC)	Rate Type	Residential Local Service Rate	State Subscriber Line Charge	State Universal Service Fee	Mandatory Extended Area Service Charge	Total per line Rates and Fees
ME	Liberty -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Loveil -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Loveil -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Mattawamkeag -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Mattawamkeag -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Morrill -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Morrill -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	North Fryeburg -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	North Fryeburg -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	North Lovell -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	North Lovell -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Palermo -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Palermo -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Patten -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Patten -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Sherman Hills -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Sherman Hills -Premium		FR	18.88	0.0	0.285088	0.0	19.17
ME	Sidney -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Sidney -Premium		FR	19.08	0.0	0.288108	0.0	19.37
ME	Smyrna Hills -Economy		FR	17.38	0.0	0.262438	0.0	17.64
ME	Smyrna Hills -Premium		FR	18.88	0.0	0.285088	0.0	19.17





<010>	Study Area Code	103313
<015>	Study Area Name	SIDNEY TELEPHONE COMPANY
<020>	Program Year	2015
<030>	Contact Name - Person USAC should contact regarding this data	Barbara Golardo
<035>	Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039>	Contact Email Address - Email Address of person identified in data line <030>	bgolardo@fairpoint.com

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(800) Operating Companies Data Collection Form		FCC Form 431 OMB Control No: 3060-0986/OMB Control No: 3060-0819 July 2013
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<035>	Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039>	Contact Email Address - Email Address of person identified in data line <030>	bgalardo@fairpoint.com
<810>	Reporting Carrier	Northland Telephone of Maine
<811>	Holding Company	FairPoint Communications Inc.
<812>	Operating Company	Northland Telephone of Maine

<813>		
Affiliates	SAC	Doing Business As Company or Brand Designation
BE Mobile Communications, Incorporated		dba FairPoint Long Distance
Bentleyville Communications Corporation	170145	dba FairPoint Communications
Berkshire Cable Corp.		dba FairPoint Long Distance
Berkshire Cellular, Inc.		
Berkshire New York Access, Inc.		
Berkshire Telephone Corporation	150073	dba FairPoint Communications
Big Sandy Telecom, Inc.	462192	dba FairPoint Communications / Big Sandy Telecom, Inc.
Bluestem Telephone Company	411835	dba FairPoint Communications
C & E Communications, Ltd.		
Chautauqua & Erie Communications, Inc.		dba FairPoint Long Distance
Chautauqua and Erie Telephone Corporation	150078	dba FairPoint Communications
China Telephone Company	100094	dba FairPoint Communications ? China Telephone Company
Chouteau Telephone Company	431981	dba FairPoint Communications
Columbine Telecom Company (f/k/a Columbine Acquisition Corp.	462204	dba FairPoint Communications / Columbine Telecom Company
Columbus Grove Telephone Company	300694	dba FairPoint Communications
COM Networks, Inc.		
Comerco, Inc.		dba FairPoint Long Distance
Community Service Telephone Co.	100015	dba FairPoint Communications ? Community Service Telephone Co.
C-R Communications, Inc.		
C-R Long Distance, Inc.		dba FairPoint Long Distance / C-R Long Distance, Inc.
C-R Telephone Company	341009	dba FairPoint Communications / C-R Telephone Company
El Paso Long Distance Company		dba FairPoint Long Distance / El Paso Long Distance Company
Ellensburg Telephone Company	522412	dba FairPoint Communications



(800) Operating Companies Data Collection Form	FCC Form 481 OMB Control No. 3060-0996/OMB Control No. 3060-0819 July 2013
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<010> Study Area Code	103313
<015> Study Area Name	SIDNEY TELEPHONE COMPANY
<020> Program Year	2015
<030> Contact Name - Person USAC should contact regarding this data	Berbara Galardo
<035> Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039> Contact Email Address - Email Address of person identified in data line <030>	bgalardo@fairpoint.com
<S10> Reporting Carrier	Northland Telephone of Maine
<S11> Holding Company	FairPoint Communications Inc.
<S12> Operating Company	Northland Telephone of Maine

<S13>	<S1>	<S2>	<S3>
Affiliates	SAC	Doing Business As Company or Brand Designation	
Elltel Long Distance Corp.		dba FairPoint Long Distance	
Enhanced Communications of Northern New England Inc.			
ExOp of Missouri, Inc.		dba FairPoint Communications	
FairPoint Broadband, Inc.		dba FairPoint Communications	
FairPoint Business Services LLC			
FairPoint Carrier Services, Inc.			
FairPoint Communications Missouri, Inc.	421472	dba FairPoint Communications	
FairPoint Logistics, Inc. (f/k/a MJD Capital Corp.)			
FairPoint Vermont, Inc.		dba FairPoint Communications	
Germantown Independent Telephone Company	300618	dba FairPoint Communications	
Germantown Long Distance Company		dba FairPoint Long Distance	
GTC Communications, Inc. (f/k/a TPG Communications, Inc.)			
GTC, Inc.	210291	(Floral) dba FairPoint Communications	
GTC, Inc.	210329	(Perry) dba FairPoint Communications	
Maine Telephone Company	100025	dba FairPoint Communications ? Maine Telephone Company	
Marianna and Scenery Hill Telephone Company	270185	dba FairPoint Communications	
Marianna Tel, Inc.		dba FairPoint Long Distance	
MJD Services Corp.			
MJD Ventures, Inc.			
Northern New England Telephone Operations LLC - Maine	105111	dba FairPoint Communications	
Northern New England Telephone Operations LLC - Maine	125113	dba FairPoint Communications	
Northland Telephone Company of Maine, Inc.	103313	dba FairPoint Communications ? Northland Telephone Company of Maine, Inc. (Maine)	
Odin Telephone Exchange, Inc.	341065	dba FairPoint Communications / Odin Telephone Exchange, Inc.	

(800) Operating Companies		FCC Form 481
Data Collection Form		OMB Control No. 3060-0986/OMB Control No. 3060-0819
		July 2013

<01>	Study Area Code	103313
<015>	Study Area Name	SIDNEY TELEPHONE COMPANY
<020>	Program Year	2015
<030>	Contact Name - Person USAC should contact regarding this data	Barbara Galardo
<035>	Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039>	Contact Email Address - Email Address of person identified in data line <030>	bgalardo@fairpoint.com
<810>	Reporting Carrier	Northland Telephone of Maine
<811>	Holding Company	FairPoint Communications Inc.
<812>	Operating Company	Northland Telephone of Maine

<813>	<815>	<817>	<819>
Affiliates	SAC	Doing Business As Company or Brand Designation	
Orwell Communications, Inc.		dba FairPoint Long Distance	
Orwell Telephone Company	303649	dba FairPoint Communications	
Peoples Mutual Long Distance Company		dba FairPoint Long Distance	
Peoples Mutual Telephone Company	190244	dba FairPoint Communications	
Quality One Technologies, Inc.		dba FairPoint Long Distance	
Ravenswood Communications, Inc.			
Sidney Telephone Company	103313	dba FairPoint Communications ? Sidney Telephone Company	
ST Enterprises, Ltd.			
ST Long Distance, Inc.		FairPoint Long Distance (Kansas, Colorado, Oklahoma)	
ST Long Distance, Inc.		FairPoint Long Distance / ST Long Distance, Inc. (Illinois)	
ST Long Distance, Inc.		FairPoint Communications Long Distance (Missouri)	
St. Joe Communications, Inc.	210339	dba FairPoint Communications	
Standish Telephone Company	100025	dba FairPoint Communications ? Standish Telephone Company	
Sunflower Telephone Company, Inc.	461835	dba FairPoint Communications/Sunflower Telephone Company, Inc. (Colorado)	
Taconic Technology Corp.			
Taconic TelCom Corp.		dba FairPoint Long Distance	
Taconic Telephone Corp.	150084	dba FairPoint Communications	
Telephone Operating Company of Vermont LLC	145115	dba FairPoint Communications	
The El Paso Telephone Company	341004	dba FairPoint Communications	
UI Long Distance, Inc.		dba FairPoint Long Distance	
Unite Communications Systems, Inc.		FairPoint Communications	
Utilities, Inc.		dba FairPoint Communications (Maine)	
Utilities, Inc.		dba FairPoint Utilities (New Hampshire)	



<010>	Study Area Code	103313
<015>	Study Area Name	SIDNEY TELEPHONE COMPANY
<020>	Program Year	2015
<030>	Contact Name - Person USAC should contact regarding this data	Borbara Galarzo
<035>	Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039>	Contact Email Address - Email Address of person identified in data line <030>	bgalarzo@fairpoint.com
<810>	Reporting Carrier	Northland Telephone of Maine
<811>	Holding Company	FairPoint Communications Inc.
<812>	Operating Company	Northland Telephone of Maine

[illegible]



FCC FORM 481

Line 1010 –Voice Service Rate Comparability

The pricing of the company's voice services is no more than two standard deviations above the applicable national average urban rate for voice service, as specified in the most recent public notice, FCC DA14-384 released on March 20, 2014.

For Rates See Attachment: (700) Company Price Offerings (voice)

Form 481 Line 1210- Terms & Conditions for Lifeline Customers

Sydney Telephone Company provides a Lifeline Program discount for residence service for eligible low income customers. The Lifeline Program discount is applied to any month to month residence local service, package or bundle offering. The discount is intended to offset the Subscriber Line Charge and local line charge, although eligible packages and bundles may have toll calling included in the pricing for the offering.

The Catalog pages outlining the terms of the Lifeline Program in Sydney Telephone Company are attached. The terms and conditions of residential basic local exchange service, package and bundle offerings can be found at <http://www.tariffs.net/fairpoint/tler.asp?cid=1644>.

Form 481 Line 1210- Terms & Conditions for Lifeline Customers

CHINA TELEPHONE COMPANY  
MAINE TELEPHONE COMPANY  
NORTHLAND TELEPHONE COMPANY OF MAINE INC.  
SIDNEY TELEPHONE COMPANY  
STANDISH TELEPHONE COMPANY  
D/B/A FAIRPOINT COMMUNICATIONS

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LOCAL EXCHANGE SERVICE

CHINA TELEPHONE COMPANY, MAINE TELEPHONE COMPANY, NORTHLAND  
TELEPHONE COMPANY OF MAINE, SIDNEY TELEPHONE COMPANY, STANDISH  
TELEPHONE COMPANY

GENERAL SYSTEMS AND SERVICES (Cont'd)

LIFELINE PROGRAM

- (1) The Company shall provide Lifeline service as defined in 47 C.F.R. § 54.401 (a) on a non-discriminatory basis to all qualifying low-income customers. The Company's Lifeline service offering shall comply with all applicable federal and state laws, including, but not limited to 47 C.F.R. Part 54, Subpart B; the FCC's Lifeline reform order (Report and Order released February 6, 2012, WC Docket No. 11-42, et.al) and any subsequent clarifying orders.

(N)

(N)



Form 481 Line 1210- Terms & Conditions for Lifeline Customers

CHINA TELEPHONE COMPANY  
 MAINE TELEPHONE COMPANY  
 NORTHLAND TELEPHONE COMPANY OF MAINE, INC.  
 SIDNEY TELEPHONE COMPANY  
 STANDISH TELEPHONE COMPANY  
 D/B/A FAIRPOINT COMMUNICATIONS

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GENERAL SERVICES

P. SCREENED ONE PARTY SERVICE (Cont'd)

4. TOLL RESTRICTION SERVICE (Cont'd)

b. Rates and Charges

1. The following rates and charges are in addition to all other applicable rates and charges.

	<u>Non Recurring Charge</u>	<u>Monthly Charge</u>
Per central office line equipped	*	\$5.00

\*Appropriate Section Service Charges apply.

2. Regulations regarding connection of terminal equipment as shown in Section 7 apply.
3. If a Customer has a scheduled payment arrangement which is agreed to by both the Company and the Customer to collect a past due balance, the Company may at its discretion waive the service charges and monthly rates when the service is added as a means of controlling the Customers bill.
4. For any Customer that qualifies under the Lifeline Assistance Program the Company will waive the service charge and monthly rates for Toll Restriction Service.

c. Payment Arrangement Provisions

1. When a Customer's local serving office is suitably equipped to provide screened billing the company may waive a Customer's payment of the service charges and monthly rates when the feature is added as a means of controlling a Customer's bill. If a Customer fails to complete a payment arrangement that has been renegotiated at least once the company may require screened billing as a condition to negotiations for the third or subsequent arrangement. The screened billing will remain on the line until the arrangement is completed

Effective Date: August 30, 2012

Michael T. Skrivan  
 Vice President - Regulatory



June 30, 2014

*Connect America Fund*, WC Docket No. 10-90

**REDACTED – FOR PUBLIC INSPECTION**

Odin Telephone Exchange, Inc.





<b>FCC Form 481 - Carrier Annual Reporting</b> <b>Data Collection Form</b>		FCC Form 481 OMB Control No. 3060-0916/OMB Control No. 3060-0819 July 2013	
<b>&lt;010&gt;</b>	Study Area Code	341065	
<b>&lt;015&gt;</b>	Study Area Name	ODIN TEL EXCH INC	
<b>&lt;020&gt;</b>	Program Year	2015	
<b>&lt;030&gt;</b>	Contact Name: Person USAC should contact with questions about this data	Barbara Galardo	
<b>&lt;035&gt;</b>	Contact Telephone Number: Number of the person identified in data line <030>	2075354126 ext.	
<b>&lt;039&gt;</b>	Contact Email Address: Email of the person identified in data line <030>	bgalardo@fairpoint.com	

<b>ANNUAL REPORTING FOR ALL CARRIERS</b>		<b>54.313</b> Completion Required	<b>54.422</b> Completion Required
		(check box when complete)	
<b>&lt;100&gt;</b>	Service Quality Improvement Reporting <span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;200&gt;</b>	Outage Reporting (voice) <span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;210&gt;</b>	Outage Reporting (voice) <span style="float: right; font-size: x-small;">(check box if no outages to report)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;300&gt;</b>	Unfulfilled Service Requests (voice)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;310&gt;</b>	Detail on Attempts (voice)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	(attach descriptive document)		
<b>&lt;320&gt;</b>	Unfulfilled Service Requests (broadband)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;330&gt;</b>	Detail on Attempts (broadband)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	(attach descriptive document)		
<b>&lt;400&gt;</b>	Number of Complaints per 1,000 customers (voice)		
<b>&lt;410&gt;</b>	Fixed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;420&gt;</b>	Mobile	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;430&gt;</b>	Number of Complaints per 1,000 customers (broadband)		
<b>&lt;440&gt;</b>	Fixed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;450&gt;</b>	Mobile	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;500&gt;</b>	Service Quality Standards & Consumer Protection Rules Compliance <span style="float: right; font-size: x-small;">(check to indicate certification)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;510&gt;</b>	341065TL810.pdf <span style="float: right; font-size: x-small;">(attached descriptive document)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;600&gt;</b>	Functionality in Emergency Situations <span style="float: right; font-size: x-small;">(check to indicate certification)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;610&gt;</b>	341065TL610.pdf <span style="float: right; font-size: x-small;">(attached descriptive document)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;700&gt;</b>	Company Price Offerings (voice) <span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;710&gt;</b>	Company Price Offerings (broadband) <span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;800&gt;</b>	Operating Companies and Affiliates <span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;900&gt;</b>	Tribal Land Offerings (Y/N)? <span style="float: right; font-size: x-small;">(if yes, complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;1000&gt;</b>	Voice Services Rate Comparability <span style="float: right; font-size: x-small;">(check to indicate certification)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;1010&gt;</b>	1010 Voice Service Rate Comparability.pdf <span style="float: right; font-size: x-small;">(attach descriptive document)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;1100&gt;</b>	Terrestrial Backhaul (Y/N)? <span style="float: right; font-size: x-small;">(if not, check to indicate certification)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;1110&gt;</b>	<span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;1200&gt;</b>	Terms and Condition for Lifeline Customers <span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Price Cap Carriers, Proceed to Price Cap Additional Documentation Worksheet</b> Including Rate-of-Return Carriers affiliated with Price Cap Local Exchange Carriers			
<b>&lt;2000&gt;</b>	<span style="float: right; font-size: x-small;">(check to indicate certification)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;2005&gt;</b>	<span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Rate of Return Carriers, Proceed to ROR Additional Documentation Worksheet</b>			
<b>&lt;3000&gt;</b>	<span style="float: right; font-size: x-small;">(check to indicate certification)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>&lt;3005&gt;</b>	<span style="float: right; font-size: x-small;">(complete attached worksheet)</span>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

<b>(100) Service Quality Improvement Reporting Data Collection Form</b>	FCC Form 481 OMB Control No. 3060-0986/OMB Control No. 3060-0819 July 2013
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<010> Study Area Code	341005
<015> Study Area Name	001W XEL EXCH INC
<020> Program Year	2015
<030> Contact Name - Person USAC should contact regarding this data	Barbara Galardo
<035> Contact Telephone Number - Number of person identified in data line <030>	2073354126 ext.
<039> Contact Email Address - Email Address of person identified in data line <030>	bgalardo@fatepoint.com

<110> Has your company received its ETC certification from the FCC?	(yes / no) <input type="radio"/> <input checked="" type="radio"/>
<111> If your answer to line <110> is yes, do you have an existing §54.202(a) "5 year plan" filed with the FCC?	(yes / no) <input type="radio"/> <input type="radio"/>

If your answer to line <111> is yes, then you are required to file a progress report, on line <112> delineating the status of your company's existing § 54.202(a) "5 year plan" on file with the FCC, as it relates to your provision of voice telephony service.

<112> Attach Five-Year Service Quality Improvement Plan or, in subsequent years, your annual progress report filed pursuant to 47 C.F.R. § 54.313(a)(1). If your company is a CETC which only receives frozen support, your progress report is only required to address voice telephony service.

112 Service Quality Improvement Reporting.pdf

Name of Attached Document

Please check these boxes below to confirm that the attached document(s), on line 112, contains a progress report on its five-year service quality improvement plan pursuant to § 54.202(a). The information shall be submitted at the wire center level or census block as appropriate.

<113> Maps detailing progress towards meeting plan targets	<input type="checkbox"/>
<114> Report how much universal service (USF) support was received	<input type="checkbox"/>
<115> How (USF) was used to improve service quality	<input type="checkbox"/>
<116> How (USF) was used to improve service coverage	<input type="checkbox"/>
<117> How (USF) was used to improve service capacity	<input type="checkbox"/>
<118> Provide an explanation of network improvement targets not met in the prior calendar year.	<input type="checkbox"/>











<b>(900) Tribal Lands Reporting</b> Data Collection Form	FCC Form 481 OMB Control No. 3050-0986/OMB Control No. 3050-0619 July 2013
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<010> Study Area Code	311655
<015> Study Area Name	CDIN TEL ETCM TSC
<020> Program Year	2015
<030> Contact Name - Person USAC should contact regarding this data	Barbara Gelardo
<035> Contact Telephone Number - Number of person identified in data line <030>	203554126 ext.
<039> Contact Email Address - Email Address of person identified in data line <030>	bgelardo@airpoint.com

<910> Tribal Land(s) on which ETC Serves

<920> Tribal Government Engagement Obligation

Name of Attached Document

If your company serves Tribal lands, please select (Yes, No, NA) for each these boxes to confirm the status described on the attached document(s), on line 920, demonstrates coordination with the Tribal government pursuant to § 54.313(a)(9) includes:

- <921> Needs assessment and deployment planning with a focus on Tribal community anchor institutions.
- <922> Feasibility and sustainability planning;
- <923> Marketing services in a culturally sensitive manner;
- <924> Compliance with Rights of way processes
- <925> Compliance with Land Use permitting requirements
- <926> Compliance with Facilities Siting rules
- <927> Compliance with Environmental Review processes
- <928> Compliance with Cultural Preservation review processes
- <929> Compliance with Tribal Business and Licensing requirements.

Select (Yes, No, NA)

(1100) No Terrestrial Backhaul Reporting Data Collection Form		FCC Form 481 OMB Control No. 3060-0986/OMB Control No. 3060-0819 July 2013
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<010>	Study Area Code	341C65
<015>	Study Area Name	COIN TEL FROM INC
<020>	Program Year	2013
<030>	Contact Name - Person USAC should contact regarding this data	Systeme Orlando
<035>	Contact Telephone Number - Number of person identified in data line <030>	207334424 ext.
<039>	Contact Email Address - Email Address of person identified in data line <030>	lqslard@falcpint.com

<1120> Please check this box to confirm no terrestrial backhaul options exist within the supported area pursuant to § 54.313(G) ☐

<1130> Please check this box to confirm the reporting carrier offers broadband service of at least 1 Mbps downstream and 256 kbps upstream within the supported area pursuant to § 54.313(G) ☐



(1200) Terms and Condition for Lifeline Customers Lifeline Data Collection Form	FCC Form 481 OMB Control No. 3060-0986/OMB Control No. 3060-0819 July 2013
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<010> Study Area Code	341065
<015> Study Area Name	COLE THE FIRM INC
<020> Program Year	2015
<030> Contact Name - Person USAC should contact regarding this data	Rachara Galvado
<035> Contact Telephone Number - Number of person identified in data line <030>	2025764126 ext.
<039> Contact Email Address - Email Address of person identified in data line <030>	bgalvado@airpoint.com

<1210> Terms & Conditions of Voice Telephony Lifeline Plans

Name of Attached Document

<1220> Link to Public Website

HTTP <http://www.tactiffa.net/airpoint/tier.asp?cid=1444>

\*Please check these boxes below to confirm that the attached document(s), on line 1210, or the website listed, on line 1220, contains the required information pursuant to § 54.422(a)(2) annual reporting for ETCs receiving low-income support, carriers must annually report:

- <1221> Information describing the terms and conditions of any voice telephony service plans offered to Lifeline subscribers, ☒
- <1222> Details on the number of minutes provided as part of the plan, ☒
- <1223> Additional charges for toll calls, and rates for each such plan. ☒

<b>(2000) Price Cap Carrier Additional Documentation</b> Data Collection Form <i>Including Rate-of-Return Carriers affiliated with Price Cap Local Exchange Carriers</i>	FCC Form 481 OMB Control No. 3060-0786/OMB Control No. 3060-0819 July 2013
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<010> Study Area Code	341065
<015> Study Area Name	COFFEE, TELS, EXCH, 100
<020> Program Year	2013
<030> Contact Name - Person USAC should contact regarding this data	Barbara Galarza
<035> Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039> Contact Email Address - Email Address of person identified in data line <030>	bgalar@fairpoint.com

CHECK the boxes below to note compliance as a recipient of Incremental Connect America Phase I support, frozen High Cost support, High Cost support to offset access charge reductions, and Connect America Phase II support as set forth in 47 CFR § 54.313(b), (c), (d), (e) the information reported on this form and in the documents attached below is accurate.

<b>Incremental Connect America Phase I reporting</b>	
<2010> 2nd Year Certification (47 CFR § 54.313(b)(1))	<input type="checkbox"/>
<2011> 3rd Year Certification (47 CFR § 54.313(b)(2))	<input type="checkbox"/>
<b>Price Cap Carrier Receiving Frozen Support Certification (47 CFR § 54.312(a))</b>	
<2012> 2013 Frozen Support Certification	<input type="checkbox"/>
<2013> 2014 Frozen Support Certification	<input type="checkbox"/>
<2014> 2015 Frozen Support Certification	<input type="checkbox"/>
<2015> 2016 and future Frozen Support Certification	<input type="checkbox"/>
<b>Price Cap Carrier Connect America ROC Support (47 CFR § 54.313(d))</b>	
<2016> Certification Support Used to Build Broadband	<input type="checkbox"/>
<b>Connect America Phase II Reporting (47 CFR § 54.313(e))</b>	
<2017> 3rd year Broadband Service Certification	<input type="checkbox"/>
<2018> 5th year Broadband Service Certification	<input type="checkbox"/>
<2019> Interim Progress Certification	<input type="checkbox"/>
<2020> Please check the box to confirm that the attached document(s), on line 2021, contains the required information pursuant to § 54.313 (e)(3)(ii), as a recipient of CAF Phase II support shall provide the number, names, and addresses of community anchor institutions to which began providing access to broadband service in the preceding calendar year.	<input type="checkbox"/>

<2021> Interim Progress Community Anchor Institutions

Name of Attached Document Using Required Information

(4000) Rate Of Return Carrier Addressed Documentation Data Collection Form		FCC Form 455 OMB Control No. 3000-0054/OMB Control No. 3000-0059 July 2013
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(4010) Study Area Code	341555
(4015) Study Area Name	COLE TEL. EXCH. INC.
(4020) Program Type	2015
(4025) Contact Name - Person (SAC should contact requestor in data)	Barbara Galardi
(4030) Contact Telephone Number - Number of person identified in data line (4025)	2022253278
(4035) Contact Email Address - Email Address of person identified in data line (4025)	barbarag@colexchange.com

(4040) Check the boxes below to certify compliance on its five year service quality plan (pursuant to 47 CFR § 54.301(p) and, for publicly held carriers, existing compliance with the financial reporting requirements set forth in 47 CFR § 54.310(f)(2)). Further certify that the information reported on this form and in the documents attached below is accurate.

(3010) Prepare Report on 5 Year Plan  
 (3015) Prepare Certification (47 CFR § 54.310(f)(1)(i))

Name of Attached Document Lacking Required Information

(3011) Please check this box to confirm that the attached document(s), on line 3012 contains the required information pursuant to § 54.313 (f)(1)(i), the carrier shall provide the number, names, and addresses of community anchor institutions to which began providing access to broadband service in the preceding calendar year.

☐

(3012) Community Anchor Institutions (47 CFR § 54.313(f)(1)(i))

Name of Attached Document Lacking Required Information

(3013) Is your company a publicly held FOR Carrier (47 CFR § 54.313(f)(2))

(3014) If yes, does your company file a RUS annual report

(Yes/No) ☒ Yes ☐ No

Please check these boxes to confirm that the attached document(s), on line 3017, contains the required information pursuant to § 54.313(f)(2) compliance requires:

(3015) Electronic copy of their annual RUS reports (Operating Report for Telecommunications Services)

(3016) Document(s) for Balance Sheet, Income Statement and Statement of Cash Flows

☐ ☐

(3017) If the response is yes on line 3014, attach your company's RUS annual report and all required documentation

Name of Attached Document Lacking Required Information

(3018) If the response is yes on line 3014, is your company audited?

If the response is yes on line 3018, please check the boxes below to confirm your submission, on line 3019 pursuant to § 54.313(f)(2), contains:

(Yes/No) ☒ Yes ☐ No

(3019) I have a copy of their audited financial statements or (2) a financial report in a format comparable to RUS Operating Report for Telecommunications

(3020) Document(s) for Balance Sheet, Income Statement and Statement of Cash Flows

(3021) Management letter issued by the independent certified public accountant that performed the company's financial audit.

☐ ☐ ☐

If the response is no on line 3018, please check the boxes below to confirm your submission, on line 3022 pursuant to § 54.313(f)(2), contains:

(3022) Copy of their financial statement which has been subject to review by an independent certified public accountant or (2) a financial report in a format comparable to RUS Operating Report for Telecommunications

(3023) Underlying information subjected to a review by an independent certified public accountant

(3024) Underlying information subjected to an officer certification.

(3025) Document(s) for Balance Sheet, Income Statement and Statement of Cash Flows

☐ ☐ ☐

(3026) Attach the worksheet listing required information

Name of Attached Document Lacking Required Information

Certification - Reporting Carrier Data Collection Form	FCC Form 481 OMB Control No. 3060-0986/OMB Control No. 3060-0819 July 2013
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<010> Study Area Code	341065
<015> Study Area Name	ODIN TEL EXCH INC
<020> Program Year	2015
<030> Contact Name - Person USAC should contact regarding this data	Barbara Galardo
<035> Contact Telephone Number - Number of person identified in data line <030>	2075354126 ext.
<039> Contact Email Address - Email Address of person identified in data line <030>	bgalarado2fairpoint.com

TO BE COMPLETED BY THE REPORTING CARRIER, IF THE REPORTING CARRIER IS FILING ANNUAL REPORTING ON ITS OWN BEHALF:

<b>Certification of Officer as to the Accuracy of the Data Reported for the Annual Reporting for CAF or LI Recipients</b>	
I certify that I am an officer of the reporting carrier; my responsibilities include ensuring the accuracy of the annual reporting requirements for universal service support recipients; and, to the best of my knowledge, the information reported on this form and in any attachments is accurate.	
Name of Reporting Carrier: ODIN TEL EXCH INC	
Signature of Authorized Officer: CERTIFIED ONLINE	Date: 06/25/2014
Printed name of Authorized Officer: Mike Skrivan	
Title or position of Authorized Officer: VP Regulatory	
Telephone number of Authorized Officer: 2075355100 ext.	
Study Area Code of Reporting Carrier: 341065	Filing Due Date for this form: 07/01/2014
Persons willfully making false statements on this form can be punished by fine or forfeiture under the Communications Act of 1934, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001.	



## Attachments

FCC Form 481

Line 100- Service Quality Improvement Reporting  
{47 CFR 54.313(a)(1)}

In the FCC's Public Notice DA 14-951, released May 1, 2014, the FCC waived the requirement for price cap ETCs to file a five-year plan.<sup>1</sup>

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<sup>1</sup> The Public Notice stated, in relevant part:

We now grant a waiver of this requirement for price cap ETCs for an additional year. Because the Bureau just finalized the Connect America Cost Model, and price cap carriers have not yet had the opportunity to make a state-level commitment for Connect America Phase II, we find that it is not in the public interest to require price cap ETCs to file new five-year plans in 2014 for the same reason as last year: they do not yet know which areas they will be serving in the future.

Odin Telephone Company

Illinois

341065

Line 510: Service Quality Reporting/Consumer Protection Rules Compliance

Odin Telephone Company, hereby certifies that it is complying with applicable service quality standards and consumer protection rules. The Company complies with service quality and consumer protection provisions under state law. These provisions include, but are not limited to, the following: (1) filing a Local Exchange Tariff pursuant to the requirements of The Illinois Public Service Commission which discloses rates, terms and conditions of service to customers; (2) compliance with state consumer protection provisions relating to Customer Services as identified in the Code of State Regulations, compliance with provisions for Quality of Service as identified in the Code of State Regulations, compliance with Service Objectives as identified in the Code of State Regulations, compliance with customer Inquiry procedure as identified in the Code of State Regulations, compliance with Dispute standards as identified in the Code of State Regulations; (3) compliance with truth-in-billing requirements; and (4) compliance with Federal CPNI rules, Red Flag Rules and other applicable federal and state requirements governing the protection of customers' privacy.

In establishing this certification in its 2005 ETC Order,<sup>1</sup> the FCC found that an ETC must make "a specific commitment to objective measures to protect consumers."<sup>2</sup> The Commission found that for wireless ETCs, compliance with CTIA's Consumer Code for Wireless Service would satisfy this requirement and that the sufficiency of other commitments would be considered on a case-by-case basis. In this context, the FCC stated, "to the extent a wireline or wireless ETC applicant is subject to consumer protection obligations under state law, compliance with such laws may meet our requirement."<sup>3</sup>

C-R Telephone Company, The El Paso Telephone Company, and Odin Telephone Exchange d/b/a FairPoint Communications are subject to Service Quality standards in Illinois. The following measurements are monitored: Installation of basic local exchange service, Restoration of basic local exchange service, and repair and installation appointments for basic local exchange service. Customers are credited by the Provider for violations of basic local exchange service quality standards. The rules require each telecommunications carrier to provide to the Commission, on a quarterly basis and in a form suitable for posting on the Commission's website, a public report that includes performance data for basic local exchange service quality of service.

If a customer has a concern about their FairPoint Communications' service or billing, he/she can contact repair service, technical support or customer service with information found on their statement. Customers may also contact agencies, through information posted in the phone directory, website, and tariff pages. All consumer complaints whether from Attorney Generals' offices, Public Utility Commissions, Better Business Bureaus, Federal Communications Commission and all other agencies are sent to the FairPoint Communications' Maine office via U.S. Mail or by electronic mail at [consumer@fairpoint.com](mailto:consumer@fairpoint.com). The complaints are directed to the appropriate responsible Company Team member within FairPoint Communications for resolution and response to the customer.

<sup>1</sup> Federal-State Joint Board on Universal Service, CC Docket No. 96-45, Report and Order, FCC 05-46 (rel. Mar. 17, 2005) ("2005 ETC Order").

<sup>2</sup> *Id.* at para. 28.



FairPoint Communications

1 Davis Farm Road  
Portland, ME 04103

Barney Boynton  
Director, Operational Risk

Form 481 Line 610: Functionality in Emergency Situations

## Business Continuity Plan Overview

### Introduction

FairPoint Communications, Inc. ("FairPoint") is committed to maintaining a vigilant state of disaster preparedness for the interests of our customers, stockholders, employees and other critical stakeholders.

The purpose of our Business Continuity Plan (BCP) is to define the disaster preparedness and recovery protocols and procedures required to restore FairPoint's critical business support functions, inside and outside plant systems and operations within FairPoint's operating footprint.

BCP components detail FairPoint's procedures for preparing for and responding to an emergency situation affecting our ability to deliver core services to our customers and our ability to meet legal dictates, and regulatory requirements.

This document discusses the following:

- BCP Scope & Structure
- Recovery Strategies and Logistics
- Plan Maintenance and Exercising

### BCP Scope

FairPoint's business continuity response planning is concentrated on two critical operational areas:

- Customer Interfacing - It is recognized that a "business impact" only occurs when an external-interfacing element is disrupted. In essence, this means that if FairPoint experiences a disruptive event, but one that does not breach the outer-shell of the FairPoint operation and interrupt critical customer services, customer product or other external end-user, then it does not have a business impact, as defined by the BCP
- Infrastructure Integrity - Without critical infrastructure systems, the ability for all other FairPoint business operations (back/front office) can come to a halt. It is these infrastructure systems that provide the critical human-factor of our customer-interfacing services. Critical infrastructure would address such services / systems as, building space for staff, service utilities, telecom network, IT network, etc.

The BCP has been developed to assure the continuity of critical customer interfacing services and systems should a physical incident or workforce disruption event occur, which affects:

- IT/IS
- Administrative and Support Operations
- Inside and Outside Plant Operations
- NOC (Network Operations Center)
- E-9-1-1
- Dispatch
- Repair Center

FairPoint has developed response / recovery strategies addressing physically disruptive incidents and workforce related disruptive incidents (i.e., work-stoppage and pandemic). All response strategies are based on recovery time objectives of those department functions and critical infrastructure systems essential to sustain customer interfacing services.





FairPoint Communications

1 Davis Farm Road  
Portland, ME 04103

Barney Boynton  
Director, Operational Risk

### **BCP Structure**

The BCP consists of several components:

- The BCP Manual (an overview of all BCP documents)
- IR Playbooks (addresses the response procedures for Physical and Workforce related events),
- Appendices (the IR Playbook procedures links to these Resources Files)
- Department Recovery Plans (Business and Plant Operations)
- Business Impact Assessments (Business and Plant Operations)

The Event Response diagram below identifies the overall BCP documentation and how a disruption or incident will dictate which path of the BCP will be followed to restore business operations.

Once the incident or disruption occurs, the impact first needs to be quickly assessed to determine whether it is a physically disruptive event (local or regional) ("Physically Disruptive Event") or a workforce disruptive event (work-stoppage or pandemic) ("Work-Force Related Disruptive Event"). The disruption is always focused on critical business operations and services that can impact customer interfacing / deliverables.



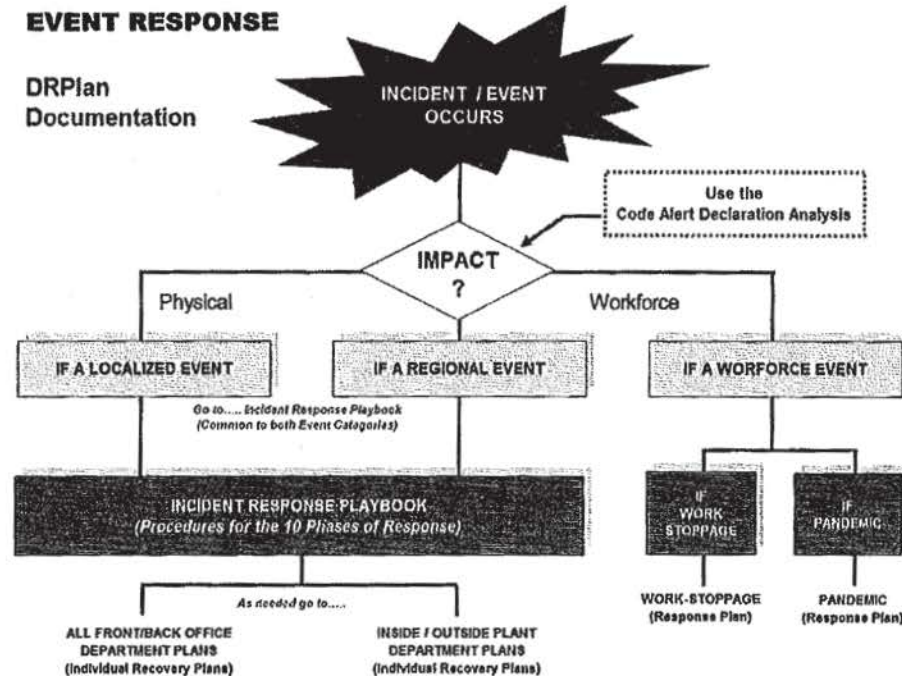
FairPoint Communications

1 Davis Farm Road  
Portland, ME 04103

Barney Boynton  
Director, Operational Risk

## EVENT RESPONSE

DRPlan  
Documentation



### Recovery Strategies and Logistics

Our BCP is based on the premise that FairPoint cannot stop disasters from occurring, but we can address the IMPACT of incidents should they occur. Where possible we will provide risk mitigation measures that will minimize the likelihood of having a serious disruptive incident but in no case can we eliminate all disruptive possibilities. The BCP is triggered by a Disruption Scenario, not a Threat Scenario. FairPoint pre-plans for potential break-points that can result in a customer interfacing disruption and incorporates recovery strategies that will inherently address any potential threat and any resulting business disruption impact. The actual threat (i.e. fire, flood, etc.) is pertinent only with respect to immediate response activities. All subsequent response efforts are focused on the assessment of damages (physical losses and recovery duration) and the implementation of restoration and recovery strategies. The restoration of the business servicing operations and infrastructure systems is based on salvage, replacement of systems and alternate functionality measures, which are pre-defined in the BCP.

Each department has developed a recovery plan based on its critical operations as they pertain to the deliverables they contribute to our customers. FairPoint has triaged the recovery efforts based on the concept of customer servicing impact. Federal and State regulatory requirements have a high level of consideration in



FairPoint Communications

1 Davis Farm Road  
Portland, ME 04103

Barney Boynton  
Director, Operational Risk

addition to the business impact concerns. The BCP goal is to minimize the disruption duration as much as is practical and provide a level of risk mitigation that will maintain critical operations.

The Ten Response Phases of Physical Event are:

- Incident Notification
- Visual Damage Assessment
- Incident Stabilization
- Command Center Initiation
- Initial Notifications to Business Departments – to activate plans
- Primary Site Damage Assessments
- Ready Alternate Restoration Sites
- Primary Site Salvage & Recovery
- Business Restoration Process
- Primary Site Re-established

#### **Plan Maintenance and Exercising**

The BCP is a living document. Updates to the plan are ongoing with changes incorporated annually at a minimum. Individual plan components are scenario tested with oversight from FairPoint's Corporate Risk Management Team.

